

US - 7424 - ExxonMobil Billing

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore, new_zealand, emea_transversal, apac_transversal
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: **ww, financial_accounting, central_fin_proc_compliance**
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: **country_accounting, france, financial_accounting**
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) -" I do something..."**

5. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Country Accounting

Responsibility area:

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Scope

? Unknown Attachment

ERP



Frequency

? Unknown Attachment

References

Forms

[ExxonMobil Invoice Request Template](#)

[7424 - JE Exxon Lt to ST Adj Template](#)

Attachments

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1. Objective and Scope

1.1. Objective of this Operation

The purpose of this document is to explain how to perform the ExxonMobil Billing and Journal Entry for 7424 on WP1 system.

This is an agreement between Solvay and ExxonMobil that ExxonMobil reimburse Solvay for environmental remediation costs at Charleston site at 90% or 100% depending on the type of the costs incurred.

The Remediation Environmental Team will send an email with all the information details requesting the external billing.

1.2. Scope

This procedure is applicable for 7424 company code on demand.

It needs to be done until D-1 when the external billings deadline by intercompany team.

2. Definitions

See [Finance Glossary](#):

- [GL](#)
- [Profit Center](#)
- [SAP](#)
- [WBS](#)
- [WP1](#)

3. Tasks description

3.1. *I Receive the Details and Request the Billing*

3.1.1. *I Receive the Details*

The Environmental team in USA will send by email all details of the billing request to ExxonMobil.

The person nowadays is Rosanne Masessa (rosanne.masessa@solvay.com) - Environmental Rehabilitation.

It is sent the costs incurred, the percentage applicable to ExxonMobil per cost, and the billing request template.

Once received, confirm in tab "WP1 - EXCEPTIONAL INVOICING" and "Services invoicing request" if the details as:

value in detail file and billing file;

billing file Customer number is - 2009688 (ExxonMobil Environmental remediation);

GL account is 46130200 - short term account - (Sundry DR Others);

Assignment - MZNR and Profit center 7424-I0450;

Nowadays, the WBS used is E74249CBOA2009688-01 + 98113300 "MISCELLANEOUS SALES OF SERVICES DOMESTIC" , but it can be confirmed by the intercompany team when the request is sent, it does not need to include in the request form.

This is one template that can be used, just update the value: [ExxonMobil Invoice Request Template](#)

3.1.2. *I Request the External Billing*

After confirming everything is ok, send it to intercompany team by the applicable tool requesting the external billing.

3.1.3. *I Request the External Billing*

After that, send the billing copy to the requester in environmental team.

3.2. *I Request The Journal Entry Reclass LT to ST*

3.2.1. *I Request The Journal Entry Reclass LT to ST*

After the billing sent, you need to reclass the same billing amount from long term to short term.

The short term account 46130200 needs to have a balance of \$200k in the year.

To do that, reclass:

from: 40 (debit) - LT - 20900000 - RECEIVABLE LT

to: 50 (credit) - ST - 46130200 - SUNDRY DR OTHERS

Entry type: Z4 - Tax - Specific Flows

profit center = 7424-I0450

plant = 0249

assignment = MZNR

Transaction Type = F31 (transfer between LT and ST)

Text = Exxon Environmental LT to ST

Justification = file sent by the environmental team with the detailed costs incurred and being reimbursed by ExxonMobil.

TEMPLATE

Scope
NAM

SID
WP1

Reverse Posting?
No

Entry Type
Z4 - Tax - Specific f

ITEM	Company Code	Header Text	Doc Date	Posting Date	Posting Key	G/L account	Amount Doc cur	Profit Center	Plant	Assignment	Text	Transacti
1	7424	Exxon LT to ST			40	46130200		7424-I0450	249	MZNR	Exxon Environmental LT to ST	F31
1					50	20900000		7424-I0450	249	MZNR	Exxon Environmental LT to ST	F31

You can use the template [7424 - JE Exxon Lt to ST Adj Template](#)

After that, confirm in SAP if it is everything posted corrected, including value, etc.

End of document.